Research Policy

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1 Document Control

1.1 Change Record

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RESEARCH POLICY

Babu Banarasi Das Institute of Technology and Management, Lucknow (BBDITM)

Research Policy is proposed to strengthen the institutional capacity for strategic, technical and operational planning, budgeting and control of all research activities. It is necessary for developing rules, procedures and guidelines for granting support for research, instituting awards and supporting all other related activities.

2.0 OBJECTIVES

2.1 To motivate faculty members to concentrate on research related activities along with regular teaching to publish research articles in reputed refereed International and National Journals with impact factor.

2.2 To encourage the faculty to submit research proposals for funding from various agencies in India and abroad.

2.3 To develop interest among the teaching faculty to make efforts to establish collaborative research projects with their counterparts of reputed organizations.

2.4 To undertake consultancy of projects sponsored by both the Government and Private Industry and other organizations.

2.5 To infuse innovation and creativity in the minds of faculty, so that they make original contributions by conceptualizing ideas into product and obtain patents.

To achieve the above-mentioned objectives, the Research & Development Committee (R & D) shall be responsible through the following Schemes:

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3.0 SCHEME FOR CONFERENCE PARTICIPATION

The Institute shall encourage participation of its faculty in National / International Conferences and provide financial support for the same. However, it should be clearly understood that this support is not an offer by the Institute, and the faculty members should not assume any automatic claim for the same. The request for financial assistance/ support for attending conferences shall be routed through the R & D, which shall recommend the case for final approval by the Hon'ble Chairperson.

3.1 The support for participation in conferences shall be subjected to the following eligibility norms:

3.1.1 The paper submission should be routed through the Head, R & D

3.1.2 The faculty member should have the first authorship as well as the correspondence authorship in the paper, and his affiliations should be clearly identified as a part of the Institute.

3.1.3 All communication to be done from the official email ID.

3.1.4 In a duration of two years, a faculty member can get support for a maximum of two conferences in India (one within 500 Km and another more than 500 Km) and one conference outside India.

3.1.5 The support for conferences shall only be given to faculty members, who have completed at least two years of service at the Institute.

3.2 The request for financial support by the faculty members shall be considered as per the following norms:

3.2.1 **Registration Fee:** The Institute shall reimburse the actual registration regarding national and international conference fees as per the Annexure A-1.

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4.0 RESEARCH AND INDUSTRIAL CONSULTANCY INCENTIVE SCHEMES

4.1 In the case of training programs (including pre-placement training, SDPs and internships), the reimbursement shall be as per Annexure A-II.

4.2 In the case of project consultancy paid by client, faculty will be paid as per the Annexure A-III. However, in all such assignments, the faculty should have taken initiative to get the assignment. This provision is not applicable if the project is assigned through the Institute to the faculty. It is also to be noted that while doing consultancy, teaching should not be adversely impacted.

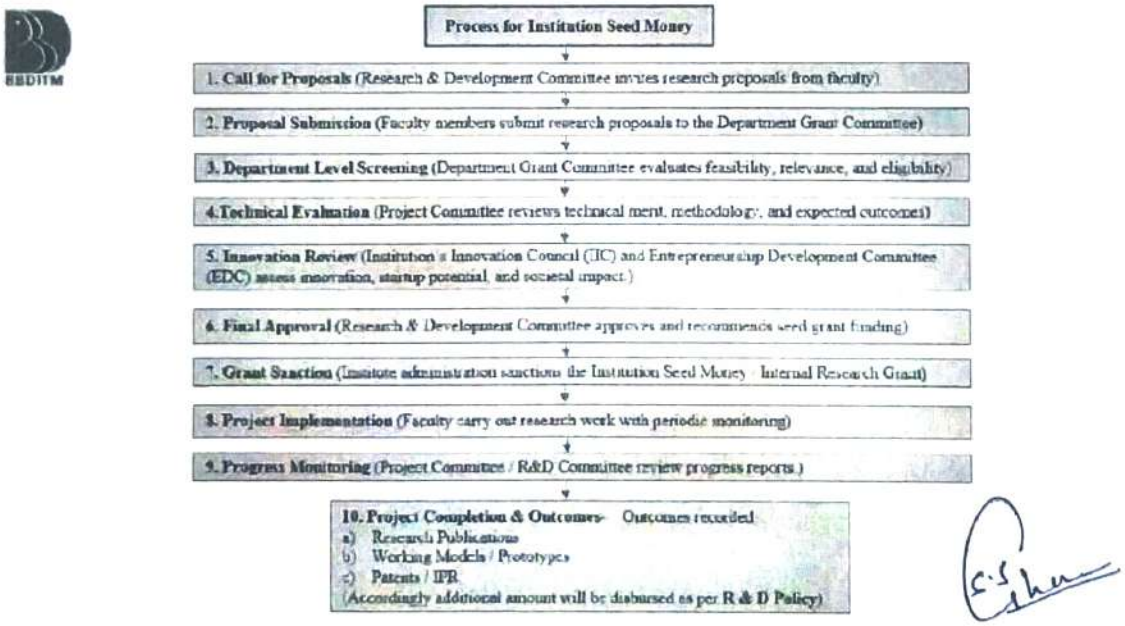
4.3 In case of research publications, the faculty will be awarded as per Annexure A-IV.

4.4 In case of Patent Grant, a faculty will be awarded as per Annexure A-V.

4.5 In case of Research Proposal submission, if a faculty gets the Funding Grant, then the faculty will be awarded as per Annexure – VI.

4.6 In case of Seed money granted to student and faculty for micro/medium projects the seed money disbursement shall be as per the guidelines mentioned in Annexure VII.

Seed money were disbursed as per given process.



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5.0 OTHER CONDITIONS / GUIDELINES

If more than one faculty member is involved in the paper publication, research and

consultancy project, the amount will be shared by them. The Principal Investigator/ author should clearly indicate the share between the Principal Author and Co–Author(s). If an author from other university or college is involved, he will not be considered for support.

5.1 It is the responsibility of the faculty member to produce evidence of having published paper in the refereed journal and the impact factor of the journal. He must produce a Printed copy of the SCOPUS or other evidence and the HOD should attest the same.

5.2 A claim form will be prescribed, and the faculty member is expected to submit the same duly filled and attaching copies of evidence duly countersigned by the HOD and Dean (Academics).

5.3 The claim is to be verified by Director who will submit this to the Advisor for approval. The Accounts Office will disburse the amount according to the usual procedure.

5.4 Grant earned under one category will not be considered for another category.

5.5 This being a tentative scheme, the criteria and modalities will be amended as and when needed.

6.0 NORMS FOR CONSULTANCY SERVICES & TRAINING PROGRAM

The Institutes of BBDEG encourage Consultancy and Training Programs for faculty and students to enhance their capabilities and competencies and hence the following norms have been constituted:

6.1 Norms for Consultancy Practice

6.1.1 To encourage, promote and initiate consultancy practice, the projects which are brought to the Institute shall be carried out in joint name of the Consultant & the Institute.

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6.1.2 The faculty who brings the projects shall be Principal Consultant/ Consultancy Coordinator and the Institute shall provide the use of its Infrastructure i.e. Laboratories, Space, Electricity & Water.

6.1.3 The project fee shall be distributed in the ratio of 70:30, i.e.70% for Principal Consultant and 30% for the Institute. The charges for consumables, stationary, staff, technicians and students, if involved, shall be paid by the Principal Consultant out of his 70% share.

6.2 Norms for Training Program

6.2.1 To encourage, promote and initiate training program, the projects which are brought to the Institute shall be carried out in joint name of the Trainer & the Institute.

6.2.2 The faculty who brings the project shall be Training Coordinator and the Institute shall provide the use of its Infrastructure i.e. Laboratories, Space, Electricity & Water.

6.2.3 The amount of collection of fees in the program shall be distributed in the ratio of 70:30, i.e. 70% for Principal Trainer and 30% for the Institute. The charges for consumables, stationary, staff, technicians and students, if involved, shall be paid by the Principal Trainer out of his 70% share.

6.2.4 In case Department is going to conduct and FDP/STTP the amount will be as per Annexure A-VIII will be given based on approval.

7.0 REVIEW

This Policy will be reviewed every year well in advance of the start of the new Academic Session.

8.0 JURISDICTION

Notwithstanding anything contained herein above, in case of any dispute, claim and legal action, the parties shall be subject to the jurisdiction of courts at Lucknow, India only.

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